

There was a Regular meeting of the Board of Trustees of the Village of Clayton on Monday December 11th, 2023, at 5:30 p.m.

PRESENT:

Nancy L. Hyde, Mayor
Robert McDowell, Deputy Mayor
Allen Heberling, Trustee
Robert Wierzba, Trustee
Robert Riddoch, Trustee
Joanne Lenhard-Boye, Village Clerk
Terry Jones, DPW Superintendent

Pledge of Allegiance/Call to Order:

Mayor Hyde led the Pledge of Allegiance and opened the regular board meeting at 5:30p.m.

MAYOR:

1. Appoint Robert Riddoch for VOC Board of Trustees – Mayor Hyde appointed Robert Riddoch starting December 11th, 2023 as Village Trustee. The village clerk swore him in for a one-year term ending 12/2024.

VISITOR'S:

Dave Powers- Barton & Loguidice

1. **B&L Amendment No. 2 for Wastewater Infrastructure Improvements REDI Project** - Dave explained that this amendment reduces the Construction, Post Construction, and Funding Assistance Services to reflect the actual efforts necessary for services that did not require use of the full authorization. The total decrease of this Amendment is \$(156.50).

Trustee Heberling made **MOTION** to approve Amendment No. 2, Trustee McDowell seconded; all in favor motion carried.

2. **B&L Amendment No. 8 – Wastewater Infrastructure Improvements** – Dave explained that this Amendment will increase the fees for the following services; 2.d Construction Phase, 2.e. Post-Construction Phase, and 4. Resident Project Representative. The increase of the Construction phase and Resident Project Representative services reflects the actual costs incurred to date, plus an additional \$5,000 for anticipated efforts to close out the project. Additional services have been reduced to reflect the final efforts for services where total authorization was not required. The total amendment amount is \$20,225.81

Trustee Wierzba made **MOTION** to accept Amendment No. 8, Trustee Heberling seconded; all were in favor motion carried.

3. **Wastewater and Collection System Improvements Project – Change order No.4**
Dave explained that this change order reduces the field order allowance item from \$35,000 to \$31,080.97. The project has reached final completion therefore the entire allowance is no longer required. This shall serve as the final closeout change order.

Trustee Heberling made **MOTION** to accept change order No. 4, Trustee Wierzba seconded; all were in favor motion carried.

4. **Wastewater & Collection System Improvements Project – Change order No. 5**
Dave explained that this change order reduces the work order allowance line item from \$200,000 to \$185,954.66. The project has reached final completion therefore the balance of the allowance is no longer required. This shall serve as the final closeout change order.

Trustee McDowell made **MOTION** to accept change order No. 4, Trustee Heberling seconded; all were in favor motion carried.

POLICE:

Kevin Patenaude, Chief of Police

1. **Activity Report** - was submitted to Board. This report is filed at the Village Clerks office.

DPW:

Terry Jones, DPW Supervisor

1. **Activity Report** – was presented to the Board. This report is filed at the Village Clerks office.

CONSENT AGENDA:

1. DRAFT Meeting Minutes November 27 th , 2023	
2. Payroll (P/R #12) 10/26/2023 to 11/08/2023	\$ 33,610.31
3. Prepay Abstract 11/29/2023	\$ 989.50
4. Abstract -12/11/2023	
General Fund	\$ 17,993.04
Water Fund	\$ 1,168.08
Sewer Fund	<u>\$ 11,514.07</u>
Total	\$ 30,675.19

Trustee Heberling made a **MOTION** to approve consent agenda items #1-4; Trustee Wierzba seconded all in favor motion carried.

5. Capital Projects \$ 231,393.85

Trustee McDowell made a **MOTION** to approve capital projects agenda item #5; Trustee Heberling seconded all in favor motion carried.

NEW BUSINESS:

1. **Jennifer Cring French Bay Manager** – Village’s consideration to contribute 5% of \$200,000 NYS Lake Ontario Resiliency and Economic Development Grant.

Trustee McDowell made **MOTION** to decline the Village’s contribution of 5% of the grant; Trustee Heberling seconded; all were in favor motion carried.

2. **Jack Stopper reappointed for CDLC Board Member** - Trustee Heberling made **MOTION** to accept Jack Stopper as reappointed CDLC Board Member; Trustee Wierzba seconded all in favor motion carried.

CLERK:

1. **Joint Village/Town Library Service Agreement 2024** - Trustee Heberling made **MOTION** to approve the 2024 Library Service Agreement, Trustee McDowell seconded; all were in favor motion carried.

2. **Joint Village/Town Historian Service Agreement 2024** - Trustee McDowell made **MOTION** to approve the 2024 Historian Service Agreement, Trustee Wierzba seconded; all were in favor motion carried.

3. **Lyle Wood request for Waiver the 30-day notice period** - The Barn Bar & Grill LLC 419 Riverside Drive Clayton, NY 13624. Trustee Heberling made **MOTION** to approve 30-day notice period for liquor license, Trustee McDowell seconded; all were in favor motion carried.

TREASURER:

1. Clerk presented the financial reports for October 2023, Statement of Activity/Bank Reconciliation/Budget vs. Actual to the Board

Trustee Heberling made **MOTION** to accept the October Treasurer reports; Trustee McDowell seconded; all were in favor motion carried.

MAYOR:

1. **ARPA Funds for Save the River** – Mayor Hyde discussed the possibility of left over ARPA funds be given to Save the River to purchase a “Catch Basin Basket” that sits inside the stormwater drain and prevents litter and other debris carried by stormwater from entering the storm drain system. The Board all agreed that this was a good idea and would support extra ARPA funds to be spent on this. Mayor Hyde commented that it's very important to keep the river clean and beautiful for our community.

2. **Approve 10k from ARPA money for the Lions Field Building Transfer to The Youth Commission** - Trustee Wierzba made **MOTION** to approve 10k of ARPA fund money for the Lions Field Building to The Youth Commission; Trustee McDowell seconded all in favor motion carried.

2. **Clayton Floral Society – Bob Purcell’s plans for Municipal Building**. The Board discussed Bob Purcell’s plans for landscaping outside of the Municipal Building and all agreed to move forward with his plans. Mayor Hyde added that as long as he realizes there could be future construction to the building and the Clayton Floral Society would replace anything that was damaged.

Trustee Wierzba made **MOTION** to accept the Clayton Floral Society Landscaping plan for Municipal Building, with the understanding of future construction to the building and any damages to landscaping would be replaced by the Floral Society; Trustee Riddoch seconded all in favor motion carried.

3. Trustee Hyde informed the Board the Asset Management Plan would be done by the end of this month.

4. The Traffic Study meeting will be at the Municipal Building December 13th, at 10:30am.

ADJOURNMENT:

Trustee Heberling presented a **MOTION** to adjourn the regular meeting at 6:30 p.m. Trustee Wierzba seconded; motion was carried.

Respectfully,

Joanne Lenhard-Boye, Village Clerk